### **APPROVED MINUTES**

# Adult Education Advisory Committee February 8, 2006 Utah State Office of Education Room 241 - 10:00 a.m. - 1:00 p.m.

**Present**: Nancy Birchell, Herb Clark, Edwin Espinel, Jared Haines, Suzette Hudson, Hector Mendiola, Wayne Mifflin, Edie Mitko, Norman Nakamura, Marilyn Nunez, Paula Oakey, and Nate Southerland

**Excused**: James Andersen, Cindy Krueger, Mary Ann Parkinson, Don Uchida, and Gary Wixom,

Guests: Jack Burgess and Toni Myers

#### **Utah State Office of Education Staff:**

Jeff Galli, Sandi Grant, Marty Kelly, Shauna South and Carolyn Johnson (Secretary)

#### Welcome:

Paula welcomed everyone in attendance. Marty introduced Toni Myers, the new MIS developer, who will be working with Jeff McDonald; and Jack Burgess, who recently had his responsibilities moved to Youth in Custody, but has been mentoring Toni through her transition.

# **Approval of Minutes**

The minutes of January 11, 2006 were reviewed and corrected with Wayne Mifflin making a motion to approve them, and Marilyn Nunez seconding the motion. The motion passed. Paula passed around a committee roster for members to check and revise their information for an updated version on the website. Carolyn will finalize an updated listing to be passed out at the March meeting as well as for the Advisory Board website.

### What can an Advisory Committee do to be effective?

This topic was on the agenda to revisit from the January meeting to assure the committee was on target regarding goals, direction, concerns and meaningful agendas and meetings. Marty referred to page 2 of the January minutes regarding the committee's role in advocacy for the at-risk population (adults) and the community at large. She indicated she would like to see where this committee sees the focus, and asked Shauna to address the next item on the agenda prior to a discussion.

### "What is an Advisory Committee?"

A template titled, "What is an Advisory Committee" was disseminated as Shauna lead a discussion with members pertaining to the committee's role related to the headings, in particular to the section entitled, "Check List of Effectiveness:"

Discussion was entertained regarding direction setting, identifying occupational trends, where the training needs to take place and how to give people better access to training. It was suggested to take a look at the Memorandum of Understanding that Adult Education has with the Department of Workforce Services in determining pathways that should be shared for

preparation for work. Paula requested that Shauna and Suzette address the document at the March meeting.

Further discussion centered around the relationship that the committee has to the State Board and what should the committee focus on to keep the Board updated, and what is the Board expecting from them. The following responses were made:

- The Board has a list of "desires" and the committee needs feedback regarding them.
- The committee usually isn't called before the Board unless there is something negative.
- During the legislative session, the Board requested the number of students served and the difference between adult and community education. It was suggested that the committee provide information to the Board more often so there is not a scramble at the "12th" hour.
- On the flipside, the advisory committee could provide information to the Board as to what we are doing, and who we are serving when the legislature is not in session.
- It was suggested that the committee prepare a report to the Board either annually or quarterly to keep them updated on adult education information.
- Nancy Birchell indicated a summary sheet takes less time to look over but can make a great impact. Her district was impressed at the Fact Sheet prepared by adult education regarding the adults served in Utah.

It was the consensus of the committee to meet with Myron Cottom, the new Associate Superintendent, to determine how strong of a relationship was necessary for the committee to have with the State Board.

Attention was then brought back to the template with a request from Shauna to fill in the headings pertaining to the Advisory Committee so that it could be utilized as a tool.

Herb Clark said he had been informed that adult education was being promoted on the campus at American Fork Hospital. He wasn't clear if it was voluntary or being paid for, and if it was going to be a positive situation, but he would bring more information to the meeting in March to report on it.

Paula asked for any motions or actions regarding previous discussions and agenda items, (no action taken) and indicated she would like to have some basic on-going agenda items for following meetings.

### **NAALS Report**

Shauna reviewed the NAALS handout that involved two surveys. The first was the **NALS** survey (the largest adult literacy survey taken in the United States) done in 1992. It involved a lot of controversy as to how it was proctored. (How could people answer questions that didn't speak English?)

The second adult literacy survey took place in 2003 called the **NAALS** with the results just released. Shauna presented the various tables and gave explanations for them with the most significant finding throughout the nation showing **no changes in literacy skills**. She read the paragraph written by Sharon Darling, "As a nation, we should be concerned that millions of adults in this country lack the literacy skills to complete a job application, vote, use the internet, or read a bedtime story to a child" and indicated the committee needs to connect with these people/percentages falling behind which drew several comments from the committee members.

The committee felt these percentages could involve a number of reasons such as people's choices, limited possibilities, lack of skills, and various barriers such as childcare.

Shauna went on to give an account of a western region conference call and indicated there would be more portions of the study released in the spring and fall, and Utah would be receiving a synthetic estimate. She asked the committee how they felt about using the study as a tool. The response was questionable. Sandi indicated they were finding with the 21st Century Learning Community Centers program that the data requested by the federal government was not the kind of information that showed progress in the program.

Marty read some positive statistics that showed adult education made considerable impact throughout the state, and reference was made once again to the Fact Sheet. It was recommended to **dismiss the national report**, focus on the Fact Sheet, and find some adult education students with success stories that changed their lives to testify before the legislature.

# **Education Appropriations Committee**

Jeff talked about Pamela Atkinson's presentation at the Legislative Appropriations Subcommittee regarding the needs of the *minimum wage working group*, and passed out a transcript of what she had said. He indicated it was a positive experience because it was a subject that didn't fall into the category of our clientele but was in support of adult education, had creditability, and it wasn't presented by anyone associated to adult education. He was impressed at how she defined the adult population in terms of the 85 countries and 100 languages that are now represented in or make up our community.

Jeff also highlighted Senator Stephenson's remarks regarding Pamela's presentation that read,

"Based on your impetus and your challenge, I have visited some of these adult education centers and they are very different than what I expected. The kind of authentic learning and focus that these adults are putting in to obtain that training that they need--I would say that there is more intent by this set of adults in these adult education classes, than in any classes in public or higher education in our state."

Jeff told the committee that last he heard Representative Dougall was pulling the bill that had to do with sending Adult Education to Workforce Services, and it didn't appear to be an issue of concern any longer.

Jeff briefly touched on funding, summarizing that the governor was supporting about \$600,000 of the one million we had requested, and mentioned the two ways we may be obtaining the other \$400,000 if we are approved for it. He repeated Marty's comment that there will be a one percent federal cut in funds affecting Utah's federal budget by \$300,000.

Jeff reported the legislature had a lengthy discussion on UBSCT regarding students going into their senior year that could not pass the test. Nineteen percent (19%) could not pass math, six percent could not pass reading, and 13 percent could not pass writing. Jeff shared a conversation with friends about the fact that getting through high school will be the toughest thing they will ever do. Comment was made that the only kids who will make it are those with parents who are involved in their education.

#### Lunch

### Follow up on Letter to Legislature

Paula asked if JoAnne's letter to the legislature was necessary after hearing information about Representative Dougall pulling his bill, and Jeff responded that it was. Paula expressed appreciation to Joanne Milner, and indicated her letter provides a good template for anything to target in the future. She also expressed her appreciation to Gary Wixom for delivering it. She asked if there was anything else going on in the Legislature that needed to be addressed, and there was no response.

#### Other

• Marty reported on a UBSCT ruling. The Assessment Department validated that anybody graduating prior to and including the 2006 class enrolled in an adult education program did not have to pass the UBSCT.

Nate indicated there was a fair amount of discussion in the Senate Education Committee meeting on approving alternatives for UBSCT (especially for home-schoolers). Nate explained if home-schoolers pass the ACT in the top 15 percent, the ACT substitutes for the UBSCT. Marty said there is a separate test for home-schoolers to get into college. The provision is they can either take the UBSCT or if they score high enough on the ACT they can substitute that.

- A question was asked as to whether or not there had been any response to the letter that was written and delivered to the Legislature, and Paula indicated "no." Marty thanked Paula for her efforts to have it finalized, signed and delivered by Gary Wixom. Paula encouraged everyone that this experience should be an example to continue to gather information and success stories (anything helpful to the committee) that could be taken to the legislature when something comes up.
- Nate mentioned he had talked to Marty about doing some adult education commercials
  on UEN. Edie said it would be nice to be on immediately after some type of literacy
  program. Comments such as time, equipment, cost, resources, schedules, etc. was
  brought up Paula suggested to readdress this issue at the next meeting when Nate could
  bring some information for clarification.

### **Chair-Elect**

A suggestion was made to vote for a Chair-Elect and it was decided to carry it over to the next meeting. (Paula felt it was important to have someone appointed to take charge if she was absent.) Comment was also made regarding members' expiration dates and Carolyn indicated she is in the process of getting all of the information updated.

## Adjourn

It was announced the next meeting will be scheduled for <u>Wednesday</u>, <u>March 8</u>, <u>2006</u> at 10:00 a.m. Paula made a motion to adjourn and Nate Southerland seconded it. The motion passed.